



Note Taking and Summarizing

New Hanover County Schools
Instructional Services
2008-2009

OUTCOMES

The learner will understand that note taking and summarizing are research-based strategies for increasing student achievement.

Note Taking

Think

Pair

Share



Why is note taking important?

- Highlights the information to be learned
- Captures the essential elements in a student's own words
- Provides a record for review and reflection
- Focuses the student's attention

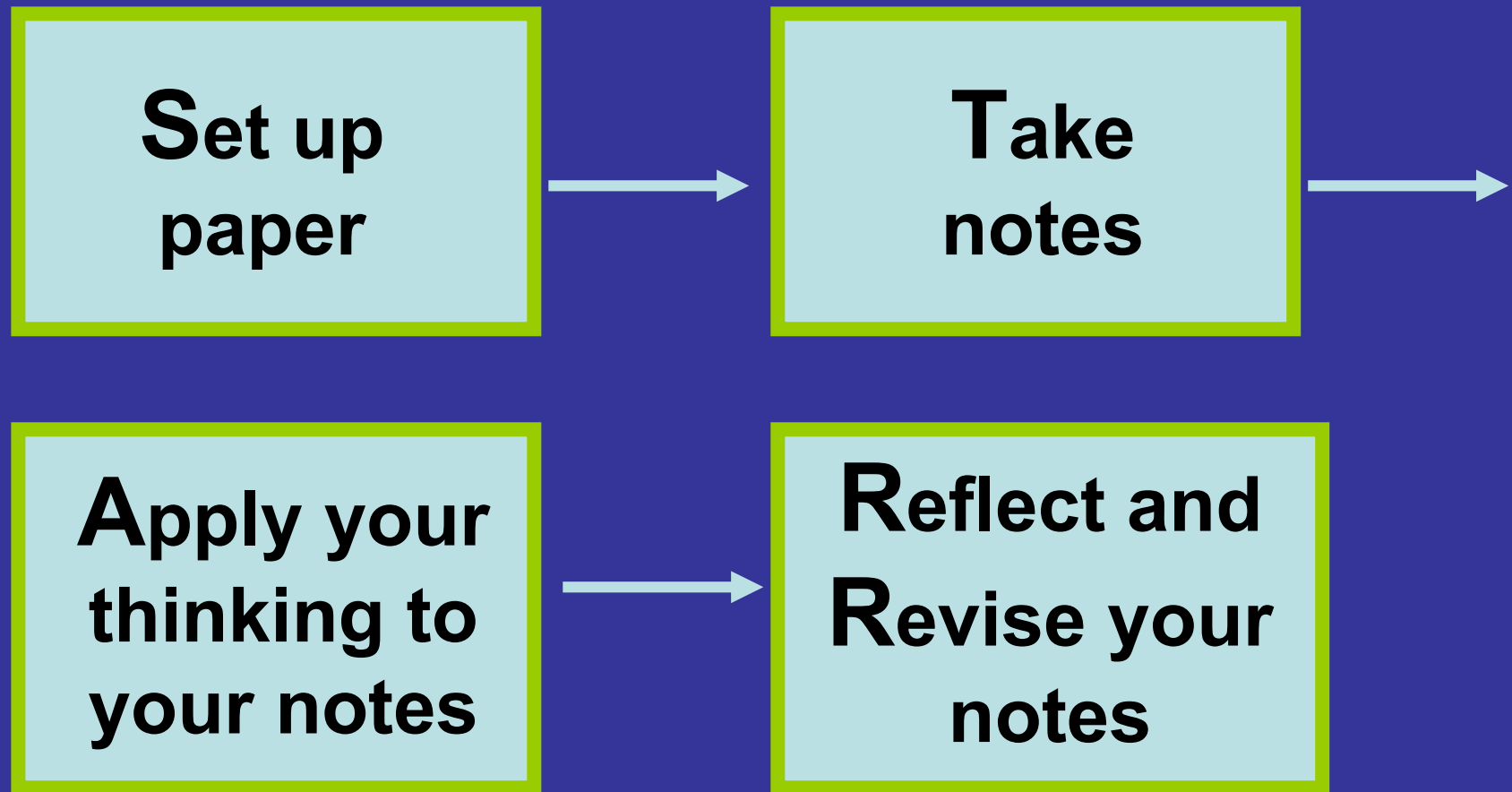
Why is note taking a difficult process?

- Requires students to identify what is MOST important and state it in their own words
- Requires
 - reading/listening/viewing skills
 - critical thinking skills
 - analyzing
 - synthesizing
 - evaluating



The note taking process

STAR



Note Taking Example

Topic	<div>First & Last Name</div> <div>Class Title</div> <div>Period</div> <div>Date</div>
<div>Questions, Subtitles, Headings, Etc.</div> <div>2 1/2"</div>	<div>Class Notes</div> <div>3 to 4 sentence <u>summary</u> across the bottom of the last page of the day's notes</div> <div>↓</div>

Summarizing



Define Summarizing

A brief statement that presents the main points of a body of material in a concise, condensed form

Summarizing: Why is it important?



Summarizing

Why are summaries important?

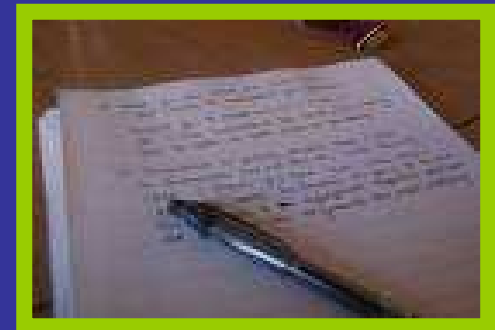
- Clarify learning
- Provide an opportunity to communicate what is **important**
- Serve as a way to check understanding
- Provide practice in decision making and sequencing
- Are an informal indicator of comprehension

Why are summaries important?

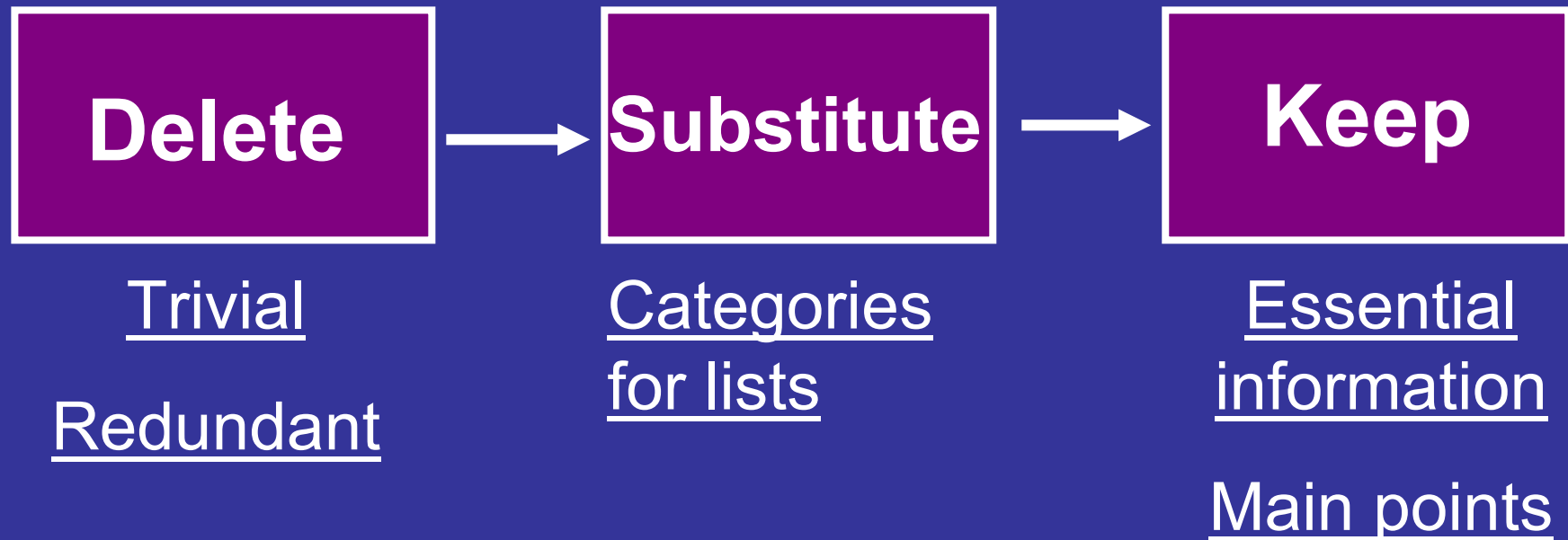
- Create reflective learners
- Develop vocabulary
- Develop a gateway skill for other types of writing, particularly research papers and persuasive/argumentative writing

Why is summarizing a difficult process?

- Requires
 - reading comprehension/listening/viewing skills
 - critical thinking
 - analyzing
 - synthesizing
 - evaluating
- Must be intentionally taught



The Summary Process



Summary Example

The word photography comes from the Greek word meaning “drawing with light”....Light is the most essential ingredient in photography. Nearly all forms of photography are based on the fact that certain chemicals are photosensitive- that is, they change in some way when exposed to light. Photosensitive materials abound in nature; plants that close their blooms at night are one example. The films used in photography depend on a limited number of chemical compounds that darken when exposed to light. The compounds most widely used today are called halogens (usually bromine, chlorine, or iodine.

Microsoft Encarta

Encyclopedia

DSK

(~~delete~~, substitute, **keep**)

~~The word *photography* comes from the Greek word meaning “drawing with light”...~~ **Light is the most essential ingredient in photography.** ~~Nearly all forms of photography are based on the fact that certain chemicals are *photosensitive* that is, they change in some way when exposed to light.~~

~~Photosensitive materials abound in nature; plants that close their blooms at night are one example.~~

Photography depends on chemical crystals that

~~The films used in photography depend on a limited number of chemical compounds that~~ **darken when exposed to light.** ~~The compounds most widely used today are silver and chemicals called *halogens* (usually bromine, chlorine, or iodine).~~

--Microsoft Encarta Encyclopedia

Application

- Read the text.
- Use **DSK** (delete, substitute, keep).
- Share with your table.
- As a group, write a brief summary.

What's That Smell?

What's That Smell?

(DSK)

The sense of smell can trigger powerful memories (k). (d)

Companies use high-tech methods to replicate those aromas to sell their products (s).

Paper Airplane



Application

- Write everything you can remember about the video clip.
- **DSK**
- As a group, write a brief summary.

To Sum Up

- Be intentional and TEACH note taking strategies
- Be intentional and TEACH the summary process:

Delete, Substitute, Keep